



King County
TEMPORARY SCALE OPERATOR
DEPARTMENT OF NATURAL RESOURCES
SOLID WASTE DIVISION
Hourly Rate Range \$17.91
Job Announcement No.: 03MM3541
OPEN: 7/7/03 CLOSE: 7/13/03

WHO MAY APPLY: This position is open to all qualified candidates.

WHERE TO APPLY: Required forms and materials **must** be sent to: **King County Solid Waste Division, ATTN: Human Resources - 201 South Jackson Street, Suite 701; Seattle WA 98104.** You may fax your application materials back to the Solid Waste Division at (206) 296-0197. We are not responsible for incomplete fax transmissions. Applications materials must be received by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) **PLEASE NOTE: Applications** not received at the location specified above may not be processed.

FORMS AND MATERIALS REQUIRED: A [King County application form](#) and resume.

WORK LOCATION: Various Solid Waste Transfer Stations located throughout King County.

WORK SCHEDULE: This position is overtime eligible. It will work approximately 20-30 hours per week on an as needed basis. Candidates must be available for work between the hours of 6:15 a.m. to 11:45 p.m. daily and able to work a 10-hour shift.

PRIMARY JOB DUTIES INCLUDE: The Temporary Scale Operator will work under the direction of the full-time Scale Operator. Duties include weighing vehicles; assessing and accepting fees; providing program information to customers; and processing charges and accounting for daily receipts related to disposal of solid waste at King County transfer stations. There will be training provided on program and procedures. Duties include, but are not limited to:

- Assess, collect fees and account for all transactions from customers, using the computerized automated cashiering and scale systems.
- Process charges for credit accounts.
- Inform customers of the rules, regulations and use of King County Solid Waste facilities, and methods and locations of disposal available to them.
- Follow established procedures for special waste disposal.
- Use alternative operating procedures in the event of systems failures.
- Ensure customer compliance with ordinances regarding type of solid waste disposal.
- Maintain various records for transactions.

QUALIFICATIONS: Candidates must have experience dealing with a diverse group of people including dealing with upset and/or angry customers.

- Knowledge of basic cashiering, accounting and cash handling skills.
- Knowledge of basic computer operation.
- Excellent customer service skills.
- Excellent oral and written communication skills.

NECESSARY SPECIAL REQUIREMENTS: Valid Washington State Driver's License, or the ability to travel to locations throughout King County where there may be limited or no bus service.

UNION MEMBERSHIP: Employees will be required to join Local 925a within 30 days of hire.